

SEPTEMBER 2, 2014 8:30 A.M.
JONES COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
JONES COUNTY OFFICE COMPLEX – COMMISSIONERS’ ROOM
MINUTES

COMMISSIONERS PRESENT:

Mike Haddock, Chairman
Sondra Ipock-Riggs, Vice-Chairman
Joseph Wiggins, Commissioner
Zack Koonce, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager
Melissa Moore-Freeman, Clerk

COMMISSIONERS ABSENT:

Frank Emory, Commissioner

The Chairman called the meeting to order and Commissioner Joseph Wiggins gave the invocation. A **MOTION** was made by Commissioner Joseph Wiggins, seconded by Commissioner Zack Koonce, and unanimously carried **THAT** the agenda be **APPROVED** with the following amendment:

6. NCACC SERVICE PRESENTATION

MOTION made by Commissioner Joseph Wiggins, seconded by Commissioner Sondra Ipock-Riggs, and unanimously carried **THAT** the minutes of August 18 regular meeting and August 25 regular meeting be **APPROVED**.

PUBLIC COMMENT PERIOD:

Viney Coombs presented payment information to the Board in reference to payments on her water bill. Franky Howard informed the Board he would review the payment information with the Water department supervisor and report back to Mrs. Coombs the findings. Mr. Howard also informed the Board he would update the Board on the findings as well.

EJ Collins indicated to the Board the tax office had sent him a letter in reference to the size of the box on his truck. He has never received anything like this before and wants to know what has changed. Mr. Collins also wants to make sure everyone within the County will be taxed the same for owning these boxed trucks.

1. JAIL MEAL BID PROPOSALS

Mr. Howard presented the Board with the proposed meal prices for the upcoming year.

The bid proposals are as follows:

Trenton Red & White	4.18
Subway	4.20
Old Planter Diner	6.50

The County is currently very pleased with the quality and services provided by Subway. The cost savings for Trenton Red & White would only equate to 439.00 saving each year.

Based upon the quality and service, the County would prefer to remain with Subway. **MOTION** made by Commissioner Joseph Wiggins, seconded by Commissioners Zack Koonce and unanimously carried **THAT** Subway be **APPROVED** as the jail meal caterer for the upcoming year.

2. 2014-2015 FEE SCHEDULE

Franky Howard presented the Board with the proposed fee schedule for fiscal year 2014-2015. **MOTION** made by Commissioner Sondra Ipock-Riggs, seconded by Commissioner Joseph Wiggins and unanimously carried **THAT** the fee schedule be **APPROVED** as presented, a copy of which is marked exhibit A and hereby incorporated and made a part of these minutes.

3. OPERATION SANTA CLAUS

Franky Howard presented the Board with a request from the Caswell center for a donation to their Operation Santa Claus. The donations are used to purchase gifts for residents of the Caswell Center during the Christmas season. Commissioner Zack Koonce questioned the number of residents from Jones County. Mr. Howard informed the Board three citizens from Jones County live in the center. **MOTION** made by Commissioner Zack Koonce, seconded by Commissioner Sondra Ipock-Riggs and unanimously carried **THAT** the Board contribute 300.00 to Caswell for Operation Santa Claus.

4. ATTORNEY INVOICES

Franky Howard presented the Board the attorney invoices for review and approval. The Board did not have any questions at this time. **MOTION** made by Commissioner Joseph Wiggins, seconded by Commissioner Zack Koonce and unanimously carried **THAT** the attorney invoices be **APPROVED** as follows:

General legal	3,633.35
Health Department	70.50
School Board Matters	247.50
DSS Department	2,241.00
Personnel	3,486.13
Personnel	205.75

5. CLOSED SESSION 143.318.11(a) (3)

MOTION made by Commissioner Joseph Wiggins, seconded by Commissioner Zack Koonce and unanimously carried **THAT** the Board go into closed session. **MOTION** made by Commissioner Joseph Wiggins, seconded by Commissioner Zack Koonce and unanimously carried **THAT** the Board end closed session.

6. NCACC SERVICE PRESENTATION

Mr. Neil Emory thanked the Board for allowing him to speak and their continued support of the association. Mr. Emory expressed how much Jones County means to the NCACC association. He came to personally present Commissioner Sondra Ipock-Riggs with a certificate of recognition from the association for completing 20 years service as a

commissioner. Mr. Emory also indicated he wanted to let everyone know Commissioner Riggs has a strong voice for Jones County and is always heard when representing the County.

COUNTY MANAGER'S REPORT

Franky Howard had no additional reports.

COMMISSIONERS' REPORT

Commissioner Sondra Ipock-Riggs expressed concerns about the air conditioner at the courthouse and in recent times the system seems to be failing more often. If an alarm is placed on the system to alert someone on the weekend of a system failure, then who will be the individual responsible for responding to the alarm? Mrs. Ipock-Riggs requested pictures be taken of all the repairs to the jail. The photos can be available to the Jail commission as proof Jones County is making the necessary repairs as requested by the commission.

Commissioner Zack Koonce expressed great concerns with the failure of the air conditioner on August 4, 2014 at the courthouse. This was the beginning day of Superior court and it was a terrible situation with all those folks there and no air. Commissioner Koonce inquired as to what can be done to prevent this in the future. Mr. Howard indicated all systems are being reviewed to make possible improvements.

PUBLIC COMMENT

Wayne Hurley expressed his desire to have all commissioners be as vocal as Sondra Ipock-Riggs.

EJ Collins inquired as to who would have the ABC permit required to sell alcohol at the civic center? Mr. Howard indicated renters are instructed by the county they must obtain their own ABC permit for each event.

Eva Chadwick inquired as to who would be the lawyer used to release her deed back to her in November. Mrs. Chadwick was once again advised she would receive a certificate of satisfaction from the county in November. Any changes to ownership or lifetime rights would be her responsibility to obtain an attorney of her choice to make those changes.

MOTION made by Commissioner Joseph Wiggins, seconded by Commissioner Zack Koonce, and unanimously carried **THAT** the meeting be adjourned at 9:50 a.m.

Mike Haddock
Chairman

Melissa Moore-Freeman
Clerk to the Board

EXHIBIT A

JONES COUNTY



SCHEDULE OF FEES FISCAL YEAR *2014-2015*

Permit Type	Residential	Commercial
Application Fee *Applied to each application, per trade, in addition to the fees listed below, and includes Compliance Fee*	\$50	\$75
Building New Construction/Renovation Plan Review Fee Certificate of Occupancy Fee Homeowner Recovery Fee	\$.14/total square feet \$50 \$25 \$10 (NC State Law for Residential)	\$.16/total square feet \$100 \$25
Insulation	\$.04/Heated Square Feet	\$0.06/Heated Square Feet
Plumbing New Construction/Renovation Sprinkler Systems Fuel Piping	\$.06/Heated Square Feet App. Fee + \$2 per Head App. Fee + \$5 per Connection	\$.10/Heated Square Feet App Fee + \$2 per Head App. Fee + \$10 per Connection
Mechanical	\$.06/Heated Square Feet	\$.10/Heated Square Feet
Mechanical Change Out *per unit/not including ductwork	\$50	\$50
Electrical Service: New/Replacement *per panel Temporary Service Pole Generator Re-Inspect Property for Power Temp. Office Trailer Swimming Pool Bond Bulk Barns/Grain Bins Poultry or Livestock Barns Greenhouse (each) Individual Fixtures/Motors	\$.06/tsf + Service 0-199 amp \$50 Over 199 amps add \$10 each Additional 100 amps \$50 \$100 \$50 \$50 \$50 \$10 + Service, if added 1-10 = \$20, \$10 each, if > 10	\$.10/tsf + Service 0-199 amp \$50 Over 199 amps add \$10 each Additional 100 amps \$50 \$150 \$100 \$50 \$50 \$10 Each, Plus Service \$20 Each, Plus Service \$10 + Service, if added 1-10 = \$20, \$10 each, if > 10
Modular Buildings	See Buildings - Residential	See Buildings - Commercial
Mobile Home – Single Wide	\$305 *Total, Includes Trades	
Mobile Home – Double Wide	\$330 * Total, Includes Trades	
Solar Panels	\$400 + \$1 per panel	\$100 + \$.25 per panel

*For Industrial Solar Farms, Inspections for price		
Demolition Permit	\$50	\$100
Signs or Billboards		\$50 + electrical if applied
Decks, Porches, Docks	See Building – Residential	See Building - Commercial
Miscellaneous – Fee for projects not otherwise listed	\$50	\$100
Re-Inspection Fee	\$50 – First Failed Inspection \$75 – Second, and each additional Failed Inspection	\$50 – First Failed Inspection \$75 – Second, and each additional Failed Inspection
Re-Issue Certificate of Occupancy or Compliance	\$25	\$25
Photo-Static Copy Fee	\$.25 per page	\$.25 per page
Fire Protection		
3 Year Insurance Inspection	\$50	\$50
Fire Sprinkler Inspection	\$50	\$50
Fireworks Permit		\$50
Above Ground Tank Inspect.		\$100
Fire Suppression System	\$50	\$100
DMV, DHHS, or ABC required Inspections	\$50 Building Inspector \$50 Fire Inspector Each Trip	\$50 Building Inspector \$50 Fire Inspector Each Trip
Floodplain Development Permit	\$50	\$100
Communications/Television/Cellular/Utility Towers		\$400 + Electrical and must allow Jones/Lenoir/Onslow Counties access to tower

PARKS and RECREATION DEPARTMENT				
Program	Fee	Team	Monthly	Season
Basketball	\$5.00		4-6 Weeks	Winter
T-ball/Coach Pitch	\$5.00		4-6 Weeks	Spring/Summer
Soccer	\$5.00		4-6 Weeks	Fall
Soccer Camp	\$25.00			Summer (1 week)
Basketball Camp	\$15.00			Summer (1 week)
Golf Tournament	\$40/person			Spring (1 day)
Youth Basketball Tournament	\$80/Team			Spring (Easter Weekend)

SOLID WASTE

Curbside Service	\$15 Month
Curbside Service Deposit	\$50
Landfill Tipping	\$100 per ton or 5¢ per pound
	\$1.00 minimum
	\$25 Weight ticket

ENVIRONMENTAL HEALTH	
Description	Cost
Application/Site Evaluation	\$100.00
Construction Authorization	100.00
Existing System	75.00
Existing System w/Expansion	100.00
Repairs:	
Reported by Owner	50.00
Reported by Other	150.00
Drinking Water Well	200.00
Water Samples:	
Client Collection	40.00
Lab Collection	50.00
Public Swimming Pools:	
Plan Review	125.00
Operation Permit	125.00
Each additional pool	75.00
Tatooning Permit	300.00
Temporary Food Establishment Permit	50.00
Plan Review: No seats	75.00
1-19 seats	100.00
20+ seats	200.00
Revisit	50.00

BOARD OF ELECTIONS	
Voter List, Full (diskette, CD)	
Voter List, Partial (diskette, CD)	Pro-rated
Voter List, Electronic	No charge
Voter List, Hard Copy	\$.25 per sheet
Copy	\$.25 per sheet
Labels	\$.40 per sheet
Notice of Candidacy Filing Fees	
All State and Federal Offices	Reference NCGS 163-107
Clerk of Court	1% of Annual Salary
County Commissioner	1% of Annual Salary
Sheriff	1% of Annual Salary
Register of Deeds	1% of Annual Salary
Board of Education (Partisan)	1% of Annual Salary
Soil & Water Conservation	\$5.00
Municipal Board Members and Mayor	\$5.00

Fees are a culmination of all fee charges by the county. Schedule fees are subject to change.

CIVIC CENTER		
Rented Space	Cost	Deposit (Refunded)
Entire Facility	\$900.00	50% of rental
Small Auditorium	\$300.00	50% of rental
Large Auditorium	\$600.00	50% of rental
Small Meeting Room	\$100.00	50% of rental
Kitchen with other space	\$25.00	50% of rental
Equipment Rental:		
Sound Equipment	\$200.00 Large Auditorium Only	
Microphones (Provided in Large Auditorium)	\$20.00 for one, \$5.00 each additional	
House Manager – Required for events after 5 p.m. and on weekends	\$15 per hour Holiday Rate \$22.50 per hour 5 hour minimum	
Security – Required at the discretion of Jones County Administration	\$20 per hour Holiday Rate \$30 per hour 5 hour minimum	
Sign/Marquee	\$40 per week	

GIS FEES	
Non-Governmental	
Orthophotography For Entire County	\$250.00
Property Data of County	\$50.00
Each Additional Data Layer	\$25.00
Plotter Base Map (plain paper-30" x 40")	\$10.00
Plotter Base Map (embossed paper-30" x 40")	\$15.00
Plot of Individual Parcel (8½ x 11)	\$2.00
Per Hour Charge for all GIS Projects	\$50.00

WATER DEPARTMENT	
Water Rate	\$15 minimum
0-5,000 Gallons	\$2.20
5,001-10,000 Gallons	\$3.50
10,001-15,000 Gallons	\$4.00
15,001-20,000 Gallons	\$4.50
Service fee/per visit	\$20.00
Tap on Fee	5/8" x 3/4" \$1,000
	1" x 1" \$1,500
	2" x 2" \$3,000
Fire Hydrant installed(only on 6" main or larger)	\$3,500
Deposit	\$100.00

Deposit Trenton Sewer	\$ 50.00
Late Fee	\$40.00
Tampering Fee	\$500.00
Meter Box Lid Small(due to damage)	\$25.00
Meter Box Lid Medium(due to damage)	\$50.00
Meter Box Lid Jumbo(due to damage)	\$150.00
Meter Box Small(due to damage)	\$50.00
Meter Box Medium(due to damage)	\$75.00
Meter Box Jumbo(due to damage)	\$200.00
Meter (5/8" x3/4") (due to damage)	\$150.00
Meter (1") (due to damage)	\$200.00
Meter (2") (due to damage)	\$2,000.00
Meter Transmitter(MXU) (due to damage)	\$200.00
Angle Valves (3/4")	\$50.00
Angle Valves (1")	\$75.00
Water Service Tamper Fee	\$500.00
Bad Check Fee	\$25.00

TAX OFFICE

TAX OFFICE	
Bad Check Fee	\$25 or 10% of check up to \$1,000 as set forth in NCGS 105-357(b)(2)

FINANCE OFFICE

FINANCE OFFICE	
Copies	.25 per page
Faxes	\$1.00 per page/maximum \$3.00
Bad Checks	\$25.00
Notarial Services	\$5 per signature required

REGISTER OF DEEDS

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Instrument in General:	
First 15 pages	\$26.00
All additional pages	\$4.00
Deeds of Trust or Mortgages	
First 15 pages	\$56.00
All additional pages	\$4.00
Archives and Records Management Program Fee On Deeds	\$5.00 per document with "deed" in title or any document noting excise tax
Probate Fee	\$2.00
Satisfactions	No Fee
State Excise Tax on Real Estate Conveyances	\$2.00 per thousand
Multiple Instruments In One Document	\$10.00 each additional instrument
Non-Standard Document	\$25.00, in addition to all other applicable recording fees
Plats:	
Each original or revised plat recorded	\$21.00 per sheet or page
Certified Copy	\$5.00
Uniform Commercial Code: *see ROD site for	

specific information*	
One or two pages	\$38.00
Three to ten pages	\$45.00
Over ten pages	\$45.00, plus \$2.00 per additional page over ten
Removal of Graves Certificates	\$12.00 for the first page \$3.00 each additional page
Right-of-Way Plans:	
Each original or amended plan and profile sheet	\$21.00 for the first page
Each additional page	\$5.00
Certified Copy	\$5.00
Comparing Copy for Certification	\$5.00
Military Service Record:	
Filing and recording discharge	No Fee
1 Certified copy	No Fee
Certified Copy of an Instrument for Which No Other Provision is Made	\$5.00
Each additional page or fraction	\$2.00
VITAL RECORDS	
Marriage License Fees:	
Issuing License	\$60.00 (includes \$35 state fee)
Delayed certificate with 1 certified copy	\$20.00
Amendment of marriage application, license or certificate, with 1 certified copy	\$10.00
Certified Copy	\$10.00
Certified Copies:	
Certified copy of a vital record (birth, death, marriages)	\$10.00
Registration of Birth Certificate one year or more after birth (delayed birth certificate):	
For preparation of paperwork when birth to be registered in another county	\$10.00
For registration when papers prepared in another county, with 1 certified copy	\$10.00
For preparation of papers and registration in the same county, with 1 certified copy	\$20.00
Amendment of Birth or Death Record:	39.00 payable to the State of NC
Preparation of amendment affecting correction	\$10.00 to County \$15.00 to NC Vital Records \$15.00 to NC Vital Records for expedited service
1 certified copy	\$10.00
Legitimations:	39.00 payable to the State of NC
For preparations of documents (does not include certified copy)	\$10.00 to county \$15.00 to NC Vital Records \$15.00 to NC Vital Records for expedited service
Certified copy of birth record	\$10.00
Qualification of Notary Public	\$10.00
Notary Authentication	\$5.00
Acknowledgments	\$5.00 per signature or \$10.00 per signature for electronic notarial acts
Uncertified Copies	\$.25 per page

HEALTH DEPARTMENT		
Skin Test (TB Screening)		\$15.00
Specimen Collection/Handling		\$5.00
Pregnancy Test		\$12.00
Hep B Shot (each)		\$72.92
Allergy/B12 Shots		\$5.00
Sports/Daycare/Camp Physicals		\$25.00
Employment/College Physicals	*Labs additional, No DOT physicals	\$55.00
Adult Health Co-Payment	*Due at time of service	\$15.00

SHERIFF'S DEPARTMENT		
Document Fee		\$5.00
Gun Permit		\$5.00
Concealed Weapon (new)		\$90.00
Concealed Weapon (renewal)		\$75.00